



NOTICE OF PROPOSED RULEMAKING FILING INCLUDING STATEMENT OF NEED & FISCAL IMPACT

For internal agency use only

Agency and Division Name: _____

Administrative Rules Chapter Number: _____

Rules Coordinator _____

Email _____ Telephone _____

Filing Contact Name _____

Address _____

Email _____ Telephone _____

Filing caption: _____

[15 words or less to describe what is happening with entire filing, this caption follows all notices & subsequent filings. ORS 183.335(2)(a)(A)]

Last Date and Time for Public Comment: [_____] at [_____] a.m./p.m.

Rulemaking Public Hearing

NOTE: A rulemaking public hearing is recommended not to be scheduled sooner than the 15th day after the publication date of the month the Bulletin is published. It is okay to have more than one hearing. List virtual and in-person hearings separately for ease of copying into OARD – no formatting allowed in OARD.

Hearings Officer: _____

In-person Hearing Details:

Hearing Date	Time	Address	Special Instructions
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Remote Hearing Details:

Hearing Date	Time	Meeting URL
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Phone Number & Phone Ext.	Conference ID <i>(no extra spaces are allowed in OARD)</i>
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Special Instructions *(passcode & other pertinent information to join virtually)*

Rulemaking Action

[List each rule number separately (000-000-0000) below. Attach proposed, final version (no-tracked changes) rule text for each rule at the end of this filing document. Track changes can be kept separate from this filing document for record retention purposes. This is the area to list the rules based on the action happening to the rules.]

Adopt: *[List new rule numbers here]*

Amend: *[List rule numbers being amended here]*

Repeal: *[List rule numbers for rules no longer needed, relevant, etc. being permanently repealed here]*

Renumber: *[List rule numbers that are being moved to a new rule number here. Rules being renumbered can be moved to another division or chapter as well as within the same chapter. No changes are allowed other than the rule number.]*

Statements of Need and Impact Section

[The statement sections below may contain the word “none” but may not contain “N/A”.]

Need for Rule(s):

[ORS 183.335(2)(b)(C) A statement of the need for the rule and a statement of how the rule is intended to meet the need.]

Documents Relied Upon, and where they are available:

[ORS 183.335(2)(b)(D) A list of the principal documents, reports or studies, if any, prepared by or relied upon by the agency in considering the need for and in preparing the rule, and a statement of the location at which those documents are available for public inspection. The list may be abbreviated if necessary, and if so abbreviated there shall be identified the location of a complete list. Example: Waterway Leasing Study publication available upon request from the agency.]

Statement Identifying How Adoption of Rule(s) Will Affect Racial Equity in This State:

[ORS 183.335(2)(b)(F) Consult with DOJ for questions on how to comply with this requirement.]

Fiscal and Economic Impact:

[ORS 183.335(2)(b)(E) A fiscal and economic impact statement identifying any impact created based on the rule language.]

Statement of Cost of Compliance:

ORS 183.335(2)(b)(E): (1) Identify any state agencies, units of local government, and members of the public likely to be economically affected by the rule(s). (2) Effect on Small Businesses: (a) Estimate the number and type of small businesses subject to the rule(s); (b) Describe the expected reporting, recordkeeping and administrative activities and cost required to comply with the rule(s); (c) Estimate the cost of professional services, equipment supplies, labor and increased administration required to comply with the rule(s). [We encourage numbering the answers like the questions are numbered above for ease of reading by the public.]

Describe how small businesses were involved in the development of these rule(s)?

[ORS 183.335(2)(b)(E) In considering the economic effect of the proposed action on the public, the agency shall utilize available information to project any significant economic effect of that action on businesses which shall include a cost of compliance effect on small businesses affected.]

Was an Administrative Rules Advisory Committee consulted? Yes or No? If not, why not?

[ORS 183.335(2)(b)(G) If an advisory committee is not appointed under the provisions of ORS 183.333, an explanation as to why no advisory committee was used to assist the agency in drafting the rule.]

Is there an attachment to include with the rule or filing? Yes or No

[This is a required answer in OARD on the rule maintenance page.]

Housing Impact Statement: *[ORS 183.335(2)(b)(E) For an agency specified in ORS 183.530, the statement of fiscal impact shall also include a housing impact statement as described in ORS 183.534.]*

Proposed Rule Language

[Final Draft of Rule Language to be filed. The exact rule language may be listed below or in a different document as the agency wishes. The Rules Coordinator will copy/paste from this language into OARD for rulemaking. This must be 100% correct. If multiple rules are being filed, follow the same layout below for each individual rule. This document can be used in addition to documents created within a program or division. This is not required but is provided as a tool to use for filing if it works for you.]

Rule Number:

RULE SUMMARY: *[Include a summary for each rule included in this filing. These summaries are included in each rule within OARD. Example: OAR 483-123-1234 amends eligibility requirements for shoe wearing benefits within creeks.]*

Rule Language to be filed: *(Insert final rule language to be filed here. No tracked changes or formatting other than bold or italic rule text.)*